

**Workforce Investment Act Eligible Training Program**Provider Name: MedCerts LLC.Contract #5050 -80Address: 14115 Farmington Rd.
Livonia, MI 48154

Address if program is held at a another site:

Online trainingProgram Name: HI- 9000 Allied Healthcare ProfessionalOffice use only: ONET CODE 43-6013**CONTACT INFORMATION**Program Contact Person:
Sandy MeadPhone: (800) 734-1175 x.102Email: smead@medcerts.comFax: (734) 237-3960Website: www.medcerts.com**Course Outline/Topics to be Covered**

This is a 9 Month program which provides comprehensive training for the students who wish to prepare for entry into a career in Allied Healthcare. This training includes Medical Office Procedures and Administration, Human Anatomy and Physiology, Medical Terminology, Microsoft Word & Excel, Electronic Health Records, HIPAA, HITECH, ICD 9 and ICD 10, Pharmacy Technician principles and practices, and Insurance Billing and Coding Essentials. Upon completion of the program, students will have become skilled in a comprehensive set of subject matter areas, and will be prepared for multiple healthcare certifications (CMAA-Certified Medical Administrative Assistant, CPhT-Certified Pharmacy Technician, CEHRS-Certified Electronic Health Records Specialist, and CBCS-Certified Billing and Coding Specialist) awarded by the nationally recognized National Healthcareer Association (NHA) and the Pharmacy Technician Certification Board (PTCB).

Includes an OPTIONAL 6-week externship with Walgreens!!

Additionally, students

Required academic grade levels to enter programReading Grade Level 9Math Grade Level English Proficiency **Required to enter training program**

Physical ☐ Yes ☐ No
 Vaccinations ☐ Yes ☐ No
 Drug test ☐ Yes ☐ No
 BCI ☐ Yes ☐ No
 License ☐ Yes ☐ No
 Tools ☐ Yes ☐ No
 Experience ☐ Yes ☐ No
 Other :

MAY be required for employment

Physical ☐ Yes ☐ No
 Vaccinations ☐ Yes ☐ No
 Drug test ☒ Yes ☐ No
 BCI ☐ Yes ☐ No
 Certification ☒ Yes ☐ No
 License ☐ Yes ☐ No
 Tools ☐ Yes ☐ No
 Experience ☐ Yes ☐ No
 Other :

Participants will be qualified to seek employment in the following occupations:

- 1) Electronic Health Records
- 2) Pharmacy Technician
- 3) Medical Billing Specialist
- 4) Medical Administrative Assistant

Is this program Pell grant eligible?☐ Yes☒ No**PROGRAM COSTS:****TUITION INCLUDES:**

Tuition	\$6,000.00
Fees	\$0.00
Books	\$0.00
Licensing	\$0.00
Certificate fees	\$0.00
Other, provide explanation	All fees included in tuition cost.

Total Tuition Cost \$6,000.00**These are expenses that MAY be reimbursed after successful completion of training.**

Please indicate Yes, No or enter the amount

	YES	NO	AMOUNT
Books	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Licensing	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Tools	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Uniforms	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Travel	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Miscellaneous	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Total \$0.00**Participant is responsible for :**

Prerequisites
 Memberships

Cost above tuition cap \$500.00**Expenses that MAY be reimbursed \$0.00****Total \$500.00****Maximum ITA Responsibility (Max. \$5500)****\$5,500.00****PROGRAM LENGTH**Weeks and Hours
and**Additional Information**

9 Months/416 Hours- Monitored online training with progress reports emailed to student and Case Manager every 2 weeks!! MedCerts Career Advisors call each student within 30 days of enrollment to begin assistance with updating their resume, as well as discussing the importance of externships, and volunteering.

What type of certificate will be awarded and by whom?

CBCS, CEHRS, CPhT, CMAA national certifications awarded by NHA and PTCB